

## WILDWOOD CREST BD OF ED-00905800 - Corrective Action Report (Detail)

Section	Form Subsection	SFA/Site Name	Question #	Due Date	Status
Certification and Benefit Issuance	Certification and Benefit Issuance (On-Site Assessment Tool) (124H)	WILDWOOD CREST BD OF ED-00905800	126	01/11/2020	CAP Accepted
<b>Corrective Action History</b>	Corrective Action Plan: Accepted by Lorena Paredes 12/19/2019 11:50 AM CAP Accepted				
	Corrective Action Plan: Submitted by MARGARET TEENEY 12/16/2019 11:17 AM This error was fixed on 12/12/2019, in which the SNAP number did not have a CO in front of the rest of the number. It has been verified and corrected by our Business Administrator James Lushok.				
	Flagged by Lorena Paredes 12/10/2019 02:13 PM Incomplete and/or incorrectly determined applications were found during the State Agency review of the selected applications. Errors were recorded on the Eligibility Certification and Benefit Issuance Worksheet (SFA-1.) The SFA must indicate the date of correction for all application errors. For privacy reasons, please ensure the name(s) of any student(s) is not mentioned in any Corrective Action statement.				
Verification	Verification (On-Site Assessment Tool) (207H)	WILDWOOD CREST BD OF ED-00905800	209	01/11/2020	CAP Accepted
<b>Corrective Action History</b>	Corrective Action Plan: Accepted by Lorena Paredes 01/06/2020 10:57 AM CAP Accepted				
	Corrective Action Plan: Submitted by EVELYNE SILVER 01/06/2020 10:55 AM the sfa-2 was completed on 12/09/19 and no changes resulted from verification				
	Corrective Action Plan: Rejected by Lorena Paredes 12/19/2019 11:47 AM Please complete the SFA-2 form in the "Corrections" tab and indicate the final result of the verification once the Schedule C was received.				
	Corrective Action Plan: Submitted by EVELYNE SILVER 12/12/2019 08:40 AM I contacted by phone, as advised by Ms. Paredes, the parent of the students on the day of the review on Monday 12/09/19 and the parent dropped off the schedule C missing from the 1040 at the end of that school day on 12/09/19. In the future when a self employed application is submitted to the office, I will insure that the schedule C is included with the 1040 form. Date of correction on 12/09/2019.				
	Flagged by Lorena Paredes 12/10/2019 02:09 PM An incomplete tax form from the 2018 return was used. Pages were missing from the 1040 to correctly determine income for self-employed. SFA must obtain complete form with any schedule and verify income. Changes to income as a result of verification must be made according to guidelines established in The Eligibility Manual for School Meals if applicable. Explain, in detail how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. <b>Indicate the date of correction.</b>				

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Section	Form Subsection	SFA/Site Name	Question #	Due Date	Status
Local School Wellness	Local School Wellness (Off-Site Assessment Tool) (1000H)	WILDWOOD CREST BD OF ED-00905800	1003	01/11/2020	CAP Removed
<b>Corrective Action History</b>	Corrective Action Plan: Removed by Lorena Paredes 12/10/2019 11:07 AM CAP Removed				
	Flagged by Lorena Paredes 12/07/2019 12:09 AM SFAs must permit stakeholders ( parents, students, representatives of the school district, physical education teachers, school health professionals, the school board, school administrators, and the general public) to participate in reviewing and updating the Local School Wellness Policy. Explain, in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.				
Food Safety, Storage and Buy American	Food Safety, Storage and Buy American (On-Site Assessment Tool) (1400H)	WILDWOOD CREST BD OF ED-00905800	1400	01/11/2020	CAP Accepted
<b>Corrective Action History</b>	Corrective Action Plan: Accepted by Lorena Paredes 01/06/2020 10:57 AM CAP Accepted				
	Corrective Action Plan: Submitted by MARGARET TEENEY 12/19/2019 06:59 PM The date of correction was on the date of the AR which is 12/9/2019.				
	Corrective Action Plan: Rejected by Lorena Paredes 12/19/2019 11:51 AM Please indicate date of correction.				
	Corrective Action Plan: Submitted by MARGARET TEENEY 12/16/2019 11:06 AM As soon as this was brought to our attention, it was signed and dated. We will be sure this doesn't happen again going forward.				
	Flagged by Lorena Paredes 12/10/2019 02:08 PM Although a copy of the written HACCP food safety plan was available, it was not signed and dated indicating that it was implemented. Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.				
Food Safety, Storage and Buy American	Food Safety, Storage and Buy American (On-Site Assessment Tool) (1400H)	WILDWOOD CREST BD OF ED-00905800	1403	01/11/2020	CAP Removed
<b>Corrective Action History</b>	Corrective Action Plan: Removed by Lorena Paredes 12/10/2019 12:05 PM CAP Removed				
	Flagged by Lorena Paredes 12/09/2019 01:40 PM				

## WILDWOOD CREST BD OF ED-00905800 - Corrective Action Report (Detail)

Section	Form Subsection	SFA/Site Name	Question #	Due Date	Status
Meal Components and Quantities - Day of Review	Meal Components and Quantities - Day of Review (On-Site Assessment Tool - Site) (400H)	CREST MEMORIAL	400	01/11/2020	CAP Accepted
<b>Corrective Action History</b>	Corrective Action Plan: Accepted by Lorena Paredes 12/19/2019 11:50 AM CAP Accepted				
	Corrective Action Plan: Submitted by MARGARET TEENEY 12/16/2019 11:15 AM  This error was caught prior to lunch distribution. The staff is now aware of the the correct quantities and will be sure to follow that regulations set fourth by our DOA regularly. Flagged by Lorena Paredes 12/11/2019 03:42 PM  PB&J uncrustable in the alternate lunch credited as 1 WG and 1 M/MA to meet daily. If this alternate meal is served daily, it will not meet weekly total requirements for K-8 meal pattern. TA provided and two slices of cheese were added to tray. Recommended to add 1 oz graham crackers (limit to 2 oz. per week), 1 oz goldfish crackers, 1 oz saltines, or 1 oz roll. Error was corrected prior to start of meal service resulting in no missing or insufficient quantities for day of review. Accurate production records must be kept and should be used to plan appropriate quantities of meal components. Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.				
Meal Components and Quantities - Review Period	Meal Components and Quantities - Review Period (On-Site Assessment Tool - Site) (409H)	CREST MEMORIAL	410	01/11/2020	CAP Accepted
<b>Corrective Action History</b>	Corrective Action Plan: Accepted by Lorena Paredes 12/19/2019 11:49 AM CAP Accepted				
	Corrective Action Plan: Submitted by MARGARET TEENEY 12/16/2019 11:12 AM  Now that we are aware that PK production sheets are do be completed separately we began this the following day of the AR (12/10/2019). We will be sure these forms are completed in a timely fashion. We have also have worked with Jim Linnington to make sure the alternative meals are included on the productions sheets. The lunch ladies now understand the importance of meeting the DOA's requirements for a qualified meal. Flagged by Lorena Paredes 12/11/2019 03:41 PM  LUNCH: Separate production records must be kept for Pre-K students that eat in the classroom. In addition, production records for review period did not include daily alternates such as the bagel fun lunch, turkey & cheese sandwich, and/or PB&J uncrustable. The number of these items served were included under the hot entree and the creditable amounts were not available on the production record because the items were not listed. Documentation provided for the alternates showed that the PB&J lunch credited as 1 WG and 1 M/MA to meet daily. If this alternate meal is served every day, it will not meet weekly total requirements for K-8 meal pattern. This insufficient quantity issue is a first time occurrence and, if it happens at next AR, it will be a repeat violation subject to fiscal action. At lunch, portion sizes planned for each component must meet both daily and weekly minimum requirements for each appropriate grade group. When planning menus, refer to the Lunch Meal Pattern Charts, available on the Department of Agriculture's Form web site for specific component and minimum quantity requirements. Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.				

### Report Selections

Flagged, CAP Submitted, CAP Rejected, CAP Accepted, CAP Removed, Problem resolved, Re-Flagged

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